

Parsippany-Troy Hills *New Jersey*

2021 Consolidated Annual Performance Evaluation Report

September 2022

Prepared by Parsippany-Troy Hills Township / Mullin & Lonergan, Inc.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan.
91.520(a)

The Township received Community Development Block Grant (CDBG) funds in the amount of \$240,006.00, with \$15,500.00 in program income and unobligated funds for fiscal year 2021. CDBG grant funds and program income were obligated to program administration (20%) and to an array of housing and community development projects/activities. The Township expended \$30,520 on these activities, summarized below, to meet the goals outlined for FY 2021 in carrying out its strategic and action plans.

Public Facilities and Infrastructure Improvements: In 2021, the following public facility and infrastructure improvement activities were assisted with \$78,000. of CDBG funds, benefitting 2995 persons.

1. **Senior Center Improvements** - Rehabilitation of Knoll Road Senior Center started in 2021, improvements included paving and expanding the parking lot, renovation of men's and ladies' bathrooms, kitchen upgrades, painting, interior and exterior safety improvements, replacing rippedtorn up carpetingflooring, exterior building siding safety improvements and sidewalks.
2. **Park Improvements** – Park improvements including ADA accessible grills, picnic tables and water fountains at Smith Field Park on Baldwin Road, Volunteers Park on Crescent Drive, Knoll Park on Knoll Road and Lake Parsippany Park on Elmwood Drive.

Affordable Housing: In 2021, the following activities were assisted with \$146,986 of CDBG funds benefitting 8 persons and 8 housing units to create and preserve affordable housing.

1. **Housing Rehabilitation** - Assistance was provided to 8 low and moderate income single family owner occupied homeowners to eliminate code violations.

The Coronavirus Aid, Relief, and Economic Security Act (the CARES Act), which was signed into law on March 27, 2021, provides funds through HUD's CDBG, ESG and HOPWA programs. The CARES Act provides for allocations of funds to prevent, prepare for, and respond to the impact of the coronavirus. The Township received an allocation of Community Development Block Grant-CV1 funds in the amount of \$127,137 and an additional \$423,645 in CDBG-CV3 funds, for a total of \$550,782.

Consistent with local needs and program parameters, the Township funded the following activities with its Cares Act funding:

Table 1 – Cares Act Funding and Activities

Activities	CDBG-CV1	CDBG-CV3
Food pantry/restaurant meal delivery	\$40,000.00	\$10,000.00
PPE for EMS	\$15,000.00	\$10,000.00
Housing Rehabilitation	-	\$203,645.00
Rental/Mortgage Assistance	-	\$100,000.00
Utility Assistance	\$60,000.00	\$40,000.00
Administration	\$12,137.00	\$60,000.00
Total	\$127,137.00	\$423,645.00

Due to the need to spend Treasury funds more quickly and consistent with PR26 for CDBG-CV, the Township has not yet expended any CARES Act funds; therefore there is no accomplishment or beneficiary data to report.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Improve infrastructure and public facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	14973	20066	134.01%	2995	10066	336.09%
Improve infrastructure and public facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	4	0	0.00%			
Improve infrastructure and public facilities	Non-Housing Community Development	CDBG: \$	Other	Other	0	0		5	0	0.00%
Increase access/quality of affordable group home	Affordable Housing	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	18	6	33.33%			
Planning/Administration	Admin	CDBG: \$	Other	Other	5	1	20.00%	1	0	0.00%

Rehabilitate owner-occupied housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	4	6	150.00%	9	0	0.00%
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Table 2 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

The Township of Parsippany–Troy Hills allocated CDBG funding to address high priority goals and objectives as outlined in its Five Year Consolidated Plan. For FY 2020-2024, Parsippany has identified the following goals and outcomes:

- Increase access to and quality of affordable, group-home housing
- Rehabilitate owner-occupied housing
- Improve public infrastructure and facilities to serve low income populations

FY 2021 CDBG activities met the needs of the low-income community through housing rehabilitation for low-income persons and improvements to public facilities. The Township was one homeowner short of its goal of contributing assistance to nine homeowners during the program year, completing rehabilitation of 8 low- to moderate-income single-family homes. Installation of a new ADA ramp with handrail at the Parsippany Daycare Center in August 2021 with point up and repair starting in 2021 and completed in early 2022 , and various improvements to Parsippany Senior Community Center were underway in late 2021 and ongoing into Spring 2022.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	6,040
Black or African American	414
Asian	3,412
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	9,866
Hispanic	1
Not Hispanic	8,843

Table 3 – Table of assistance to racial and ethnic populations by source of funds

Narrative

According to PR23, there were 9,867 persons, including 1 person identifying as Hispanic ethnicity, benefiting from the completed activities. There were 8 households assisted with housing rehabilitation for owner-occupied housing (Note – IDIS counts the rehab program since its inception and not the program year activities alone.).

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	\$240,006.00	

Table 4 - Resources Made Available

Narrative

In FY 2021, the Township allocated \$240,006.00 in CDBG funds to housing and non-housing community development activities. PR 26 shows that there was a total of \$167,724.25 expended during FY 2021.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Township-wide	100		

Table 5 – Identify the geographic distribution and location of investments

Narrative

The Township does not set priorities for allocating investments geographically. The Township evaluates low- and moderate-income areas as defined by census information, as well as areas with the greatest needs. The Township used Program Year 2021 funds for activities that served low- and moderate-income residents, including the following:

- Knoll Road Senior Center Improvements - Improvements to Senior Center on Knoll Road.
- Housing rehabilitation – Provided assistance to 8 low- and moderate-income, owner-occupied households to eliminate code violations.
- ADA Accessibility Improvements - ADA Accessibility improvements including automatic doors, ramp and sidewalk improvements at the Parsippany PAL Building at 33 Baldwin Road.

Leveraging: Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The Township continuously seeks public and private resources to leverage its entitlement funds in assisting with implementation of policies and programs to administer the Consolidated Plan. The Township is a member of the Morris County Consortium for the HOME and Emergency Solutions Grant Program. The Section 8 Program is administered directly by the Morris County Housing Authority. The McKinney-Vento Homeless Assistance Program is administered through the Morris County COC. Other resources that have been available to meet and complement the Township's needs include Township funds, State Historic Preservation Funds, Local State Aid, New Jersey Environmental Infrastructure Trust, State Open Space Grant, State Clean Communities Grant, Morris County Historic Preservation Grant, Morris County Open Space Grant, Green Acres Funding, Energy Efficiency & Conservation Block Grant Program, and private donations.

In 2021 the Township spent \$78,000 CDBG funds in 2021 on public facilities. In the past several years \$14.5 million has been spent for infrastructure improvements, including roads and bridges, water systems, sewer plant and system upgrades, park improvements, the purchase of emergency rescue equipment, and historic preservation rehabilitation. These projects complemented and leveraged the funds expended on CDBG projects.

The Township of Parsippany-Troy Hills does not have any land or property that can be used for the needs identified in the Consolidated Plan. The Township continues to seek out potential sites for affordable housing.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of homeless households to be provided affordable housing units	0	0
Number of non-homeless households to be provided affordable housing units	9	8
Number of special-needs households to be provided affordable housing units	0	0
Total	9	8

Table 6 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	0	0
Number of households supported through the rehab of existing units	9	8
Number of households supported through the acquisition of existing units	0	0
Total	9	8

Table 7 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The Township is undertaking projects and activities consistent with its five-year goals, understanding that available resources and production capacity limit the extent to which affordable housing needs can be addressed. Recognizing that available resources are not sufficient to meet all of its affordable housing needs, the Township is prioritizing projects based on need.

As show in the tables on the previous page, the Township did not exceed its goal of of contributing assistance to nine homes during the program year, completing rehabilitation of 8 low- to moderate-income single-family homes.

Discuss how these outcomes will impact future annual action plans.

The Township utilizes CDBG funds that directly foster and maintain affordable housing through the homeowner rehabilitation program. As part of Morris County's HOME Consortium, the Township

cooperates with the County, the Morris County Housing Authority, and the Morris County Continuum of Care on any affordable housing project and initiative that involves the Township.

The Township is undertaking projects and activities consistent with its five-year goals, understanding that available resources and production capacity limit the extent to which affordable housing needs can be addressed. Recognizing that available resources are not sufficient to meet all of its affordable housing needs, the Township is prioritizing projects based on need. The goals were estimated as accurately as possible based on the level of grant funding available to the Township and have proven to be reasonable and achievable. The annual goals for rehabilitation of owner-occupied housing and increasing access/quality of group-home housing will remain more or less unchanged.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	2	0
Moderate-income	0	0
Total	2	0

Table 8 – Number of Households Served

Narrative Information

Parsippany's owner-occupied rehabilitation program is the Township's only activity that requires information on income by family size to determine eligibility. Per PR-23, two low-income households were assisted by this activity.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Parsippany is an active participant in the Morris County CoC. The CoC Coordinated Entry Process requires that all participants and collaborating partner agencies use the NJ 2-1-1 system to make referrals. NJ 2-1-1 provides a safety assessment, prevention, diversion, and tiered rating tool to inform the referral process. Pre-screening and assessment will determine for immediate services or housing. For callers who require referral for prevention or diversion from shelter a referral is made to appropriate service providers. A Master List is maintained that prioritizes households for housing and services consistent with CoC's policies. The list is reviewed and maintained by Housing Stability Liaisons at the two drop in Centers. Liaisons facilitate the connections to services and shelter.

The Mental Health Association of Essex and Morris, Inc. (MHA) operates a street outreach program for the CoC through the PATH program. MHA teams cover the full geographic region through targeting known locations. The teams work closely with local police and hospitals to respond to unsheltered homeless persons identified by those agencies. MHA tracks outreach interactions in the HMIS.

In addition, there are two day centers that connect unsheltered households to mainstream benefits, services, and shelter. The MHA and the drop-in centers work closely with the community shelters and connect people to safe havens and emergency shelter programs. They also connect people to GA, TANF, and SSI through which they may receive shelter and housing.

Outreach teams work to identify and serve those least likely to seek assistance. Outreach staff have access to bi-lingual Spanish speakers and other translation services for those with limited English proficiency. They also print documents in English and Spanish.

Outreach and assessment for people who are homeless and living on the street is provided by several other agencies including:

- Nourish.NJ
- The Faith Kitchen in Dover
- The Market St. Mission
- Homeless Solutions, Inc.
- Our Promise – drop in center
- Edna's Haven – drop in center
- Morris County Office of Veterans Affairs
- Community Hope (Veterans)
- Lyons VA Hospital

- Edge NJ (formerly New Jersey AIDS Services)
- Morristown Memorial Family Health Center (AIDS)
- Roots and Wings (youth)
- Division of Child Protection and Permanency (DCP&P) Hotline (youth)

Outreach for Homeless Youth is conducted by Visions and Pathways. Roots and Wings provides shelter and transitional housing to youth. The CoC's Bridging the Gap Committee focuses on addressing the needs of aging out and homeless youth. The committee is exploring ways of better understanding the scope of the homeless youth population and their needs. The CoC intends to incorporate youth resources into the Coordinated Entry process.

Addressing the emergency shelter and transitional housing needs of homeless persons

The CoC includes 9 shelter facilities and 2 voucher bed programs with a capacity of 247 beds, as well as overflow to accommodate 101 additional people. There is also a Safe Haven with 10 beds. ESG funding will be used to provide shelter support at the emergency shelter operated by Homeless Solutions, Inc., Jersey Battered Women's Services, and the voucher program administered by the Morris County Office of Temporary Assistance.

The 2020 Point-in-Time count for Morris County identified 3 households, including 1 unsheltered homeless persons. In the County there were 57 chronically homeless persons counted. A total of 268 in 189 households homeless persons as well as 33 unsheltered on the night of January 26, 2021.

In comparing the racial breakdown of those experiencing homelessness to the racial breakdown in the general population and those living in poverty, disparate impacts along racial lines are evident. According to the American Community Survey 2019 annual estimates prepared by the Census Bureau, about 491,845 people live in Morris County, and 5.4% (26,730 persons) of Morris County residents are living below the poverty line. There is a strong correlation between poverty and homelessness, however, the racial disparities evident in the counted population indicate that poverty alone does not determine who will experience homelessness. The disparity in representation within the population experiencing homelessness as compared to the population experiencing poverty by race point to poverty being an inconclusive indicator of who will experience homelessness. The chart above highlights that race rather than poverty appears to be a more predictive indicator of who will experience homelessness. Further analysis is necessary to understand the full scope of risk factors and protective factors for communities experiencing homelessness as they relate to race as an indicator. Within this context it is important to explore the impact of systemic racism on experiences of homelessness, both in terms of who is likely to become homeless, and how systems of care work to end homelessness. The data from Figure R.1 indicates the following:

- Persons identifying as Black or African American non-Hispanic are overrepresented in the population experiencing homelessness. While 3.3% of the general population, persons identifying as Black or African American are 10% of the population in poverty and 25.7% of the population identified as experiencing homelessness. Persons identifying as Hispanic/Latino are also

overrepresented in the population experiencing homelessness. While 13.9% of the general population, persons identifying as Hispanic/Latino make up 33% of the population in poverty and 21.3% of the population experiencing homelessness.

- Persons identifying as White make up the majority of individual (57%), couple (75%) and family (47%) household types. 41% of persons identifying as Black or African American and 61% of persons identifying as Hispanic/Latino were persons in families, as compared to 33% of persons identifying as White. No unaccompanied youth were identified in the 2021 count.

Disparities along racial and ethnic lines in the population experiencing homelessness are seen in a number of other areas including the following:

- 46% of persons identifying as Black or African American and 43% of persons identifying as Hispanic/Latino reported more than 1 episode of homelessness as compared to 36% of persons identifying as White.
- The majority of children ages 18 and under were Black or African American and Hispanic/Latino (64%).
- The most common cause of homelessness for persons identifying as Black or African American was being asked to leave a shared residence (17%). For persons

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The System Performance Measurements Report for 2021 documents an increase in the average length of stay in homelessness for persons in shelters, transitional housing, and Safe Haven. In 2020 the average length of stay was 132 days, increasing to 137 days in 2021. Overall, 13% of persons leaving shelter return to homelessness within the first six months. The percentage of persons leaving shelter who become homeless again within 2 years has been slowly climbing; 16% in 2018, 17% in 2019, and 18% in 2020, 21% in 2021. Of those who return to homelessness within 2 years, 38% do so from street-outreach services only, 26% from emergency shelter, 11% from transitional housing, and 0% from permanent supportive housing. Therefore, persons leaving permanent housing are generally the least likely to return to homelessness within 2 years. The increase in income for persons served by the CoC documented in the 2018 SPM has continued through 2020 and 2021.

One of the strategies implemented to reduce returns to homelessness is the development of a community support program to provide services to families when they are in housing. Services are provided for up to 6 months and include connection to community programs, budgeting, and connections to financial resources. In addition, several initiatives have been implemented by the COC to decrease the length of homelessness for families:

1. Expanded rapid re-housing opportunities through creation of a COC-funded program that works in conjunction with the ESG funded rapid re-housing program.
2. Family Promise has implemented the following initiatives that have decreased the length of homelessness and increased stability in housing:
 - The Community Support Program provides in-home case management services to stabilize participants in housing.
 - The Landlord/Tenant Program provides incentives to landlords to serve those experiencing homelessness.
 - A Housing Locator with property management and realtor experience identifies landlords and negotiates rents for households.
 - A team of volunteers offer incentives to participating landlords such as free repairs, painting and unit upgrades.

The COC has developed local performance standards around reducing the length of time households remain homeless. Project and system level evaluations are conducted quarterly. The length of time households remain homeless is tracked through HMIS data for those served in emergency shelter, safe haven, and transitional housing programs.

A collaborative of CoC funded and non-CoC funded providers was awarded 50 vouchers through the state rental assistance program to provide supportive housing using a housing first model to chronically homeless households in the region. This program targets the most vulnerable segment of the chronically homeless population by prioritizing those with frequent interaction with local hospitals and jails. Given the chronic homeless population identified through the PIT count and HMIS, the community expects to serve 50% of the chronically homeless population with vouchers.

The CoC received 60 rapid re-housing vouchers through the state COVID-19 rental assistance program for persons experiencing homelessness. All 60 vouchers must be filled through referrals from Coordinated Entry. This program will target persons who have the ability to sustain work and housing after 6 to 12 months of rental assistance. The community is expecting to serve and successfully house 15% of persons on the Coordinated Entry list through this program.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The COC has developed a process wherein each household served by programs in the homeless system is connected to the Morris County Office of Temporary Assistance (OTA) to manage mainstream benefits programs. Through this process, those experiencing homelessness are connected to cash and non-cash

benefits for which they are eligible. For those individuals applying for SSI/SSDI, the Mental Health Association of Essex and Morris, Inc. has SOAR trained staff that assist individuals in successfully connecting with those benefits. In addition, the CoC coordinates with legal services, prevention programs, and affordable housing providers to ensure all agencies serving as entry points are aware of the system resources and can help direct those seeking assistance appropriately.

According to the Systems Performance Measurements Report the number of persons who became homeless for the first time has decreased during 2019-2020, while the average length of stay in homelessness for persons in shelters, transitional housing, and Safe Haven increased 119 days in 2019 to 132 days in 2020.

Steps are being taken to reduce the average length of stay in homelessness through housing placement and diversion services, including:

- 1) NJ 2-1-1: NJ 2-1-1 and participating agencies complete a diversion process where short-term phone and in-person case management services are offered with a focus on repairing relationships and providing donated in-kind items.
- 2) Morris County Youth Services Advisory Committee: Members of the COC participate in the Morris County Youth Services Advisory Committee (YSAC) which addresses the needs of youth with social/emotional and juvenile justice issues. The YSAC develops, reviews, and revises the children's service system through a collaborative decision-making process. Members of the YSAC include LEA representatives, mental health, child welfare, health, corrections, juvenile justice and developmental disabilities agencies serving youth. Several COC members participate in the YSAC meetings working to develop strategies to address the full scope of needs of youth with social and emotional issues including homelessness and education.
- 3) Youth Service Providers: The Visions and Pathways Street Outreach team (a RHY funded program) began operating in the community in 2014. With the increased outreach services for homeless youth, providers have increased their success with connecting with youth before they are homeless on the streets. Outreach providers are identifying homeless youth earlier in the process and connecting them with services to prevent them from becoming homeless on the street.
- 4) Hope One: A mobile outreach program designed to engage and offer services to individuals in need of substance use, mental health and other community resources. This program has since served hundreds of people since its inception in 2017, many of whom are at risk of homeless and in some cases living on the streets due to their illnesses. Given the marked early success of this program and higher demand than expected, Morris County is currently seeking proposals to expand Hope One with the addition of another vehicle and a team of staff. The expanded program will provide the broad range of services offered through the county welfare and Veteran's offices and provider community. The "Navigating Hope" team consists of three (3) Human Service staff and 1 program navigator from Family Promise. They support individuals and their families up to one year to achieve sustained success in the community.
- 5) "Narcan 2.0" Program: The Morris County Prosecutor's Office, in concert with an alliance of government, medical, law enforcement, and social service and non-profit agencies, has

launched the “Narcan 2.0” program, aimed at giving another chance at life to persons who have had recent near-fatal encounters with drug overdoses. The program requires every person whose condition has been “reversed” in the field, thanks to the administration of the drug Narcan by police officers or first responders, to be counseled by a certified Peer Recovery Specialist.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

There is no public housing authority in the Township of Parsippany Troy-Hills. The Morris County Housing Authority covers this area. The Township has several senior apartment complexes which provide for additional Section 8 low income affordable housing for seniors and the disabled. The Township will continue to monitor and work with the present management companies to ensure affordable housing at the various senior complexes.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

There is no public housing authority in the Township of Parsippany Troy-Hills.

Actions taken to provide assistance to troubled PHAs

The Morris County Housing Authority is not a troubled agency.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

There were no public policies identified in the 2020-2024 Consolidated Plan that serve as barriers to affordable housing. However, the Analysis to Impediments pointed to a statement in the Master Plan's Housing Element that explicitly states that the Township's policy is to continue to accommodate a broad array of housing, but not to plan any additional multi-family or townhouse development beyond that which is depicted on the Plan. This policy is expressed in recognition of the broad range of housing in the community, and the fact that the Township has affirmatively addressed its low- and moderate-income housing obligation, as defined by the New Jersey Council on Affordable Housing, through the preparation and adoption of a Housing Element and Fair Share Housing Plan. The Township Master Plan was updated in January, 2020, and includes a policy statement that "the development of new townhouse or apartment units should be directed toward established centers of development in close proximity to transit and business corridors, and should be planned to mitigate potential impacts..."(p. 12).

Beyond the Comprehensive Plan, Parsippany has a COAH-approved Fair Share Plan that promotes affordable housing through inclusionary zoning, alternative living arrangements for the developmentally disabled, and housing rehabilitation through the CDBG program. The Fair Share Plan also states that the Township will continue to monitor and work with the present management companies of existing senior complexes in order to preserve the affordability of those units.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The chief obstacle to meeting underserved needs is a lack of, or inadequate, resources—both financial and human (staffing). The Township will continue to collaborate with human and social service agencies and the Continuum of Care (CoC) to identify potential resources for meeting the service needs of Township residents. The Township will support the efforts of service agencies to maximize the use of available resources and to obtain additional resources whenever possible, as well as coordinate efforts with the Morris County Department of Human Services, the Housing Alliance of Morris County, Fair Housing Committee, Foreclosure Taskforce, the county's Human Services Advisory Council, and the Continuum of Care. The Township participates in the Morris County HOME Consortium.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The Township works to reduce lead-based paint hazards as part of its housing rehabilitation program and will continue to enforce the lead-based paint regulations on a case-by-case basis should any households be reported with Elevated Lead Levels. There are lead-safe brochures on display in the codes office and provided to homeowners who apply for permits.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

CDBG, HOME, and ESG funding is integrated into programs that address poverty and homelessness by participating agencies that are served by the Morris County Continuum of Care, the Fair Housing Committee of the Morris County Human Relations Commission, and the Housing Alliance of Morris County. These agencies, and others, provide much needed services to assist residents that are living in poverty.

The Township continued to support activities to preserve the existing housing stock in owner-occupied and housing and provide services for education and employment opportunities in an effort to help create job opportunities, reduce burdens (e.g. housing cost burden), and educationally/economically empower township residents, all of which prevent or alleviate poverty in the community.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The Township has participated with the County of Morris to address action steps to end chronic homelessness county-wide utilizing available federal funds such as ESG and SuperNOFA. The Township also worked with the County of Morris in developing a county-wide 10-year Homeless Plan and participates in updates of this plan.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The jurisdiction will carry out its annual plan through a network of partnerships with governmental and non-profit agencies. It reinforces these relationships through participation in regional efforts, such as the Housing Alliance of Morris County and the Housing Committee of the Morris County Human Relations Commission. The Township will continue to provide coordination through the Human Services Department with both public and private housing along with various social service agencies.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Morris County completed their 2021-2025 Analysis of Impediments in 2021. The 2021-2025 Analysis of Impediments to Fair Housing Choice for Morris County and the Township of Parsippany Troy-Hills identified impediments and action steps, as well as actions taken to address them:

Impediment: Fair housing education and outreach efforts may not satisfy need.

Goal: Increase education and outreach within all of Parsippany.

Priority Action: Work with the Morris County Human Relations Commission to ensure fair housing outreach and education is being provided in Parsippany. In response to Parsippany's growing Asian and Hispanic communities, fair housing rights as they relate to race, ethnicity, and country of origin should be emphasized.

Action Taken: The Township participates in regional efforts including the Housing Alliance of Morris County and the Housing Committee of the Morris County Human Relations Commission. The Fair Housing Task Force held fair housing education workshops in 2016-2018 to expand outreach. Programming for 2019 was cancelled due to the Coronavirus. In addition, the Fair Housing Committee of the MCHRC attended presentations on fair lending and non-discrimination practices, and a Train-the-Trainer event was held for housing counselors, social service agencies, and other HUD-funding recipients that included fair housing laws, foreclosure prevention, renters rights in foreclosure situations, and detailed information about how to file a fair housing complaint.

Priority Action: Evaluate the LAP to ensure it presents an effective strategy for communicating with LEP populations in issues of community development programs, housing programs, transportation, and other resources.

Action Taken: The Township completed updating its LAP in 2016. No new data is available.

Priority Action: Parsippany should work with Morris County through the HOME Consortium in completing an Affirmative Marketing Plan.

Action Taken: The Township completed a new Affirmative Marketing Plan in 2018.

Priority Action: Ensure that the Fair Housing logo is posted in relevant offices. Also ensure that the Fair Housing logo is clearly visible on all materials related to Parsippany's housing rehabilitation program, including materials provided to applicants.

Action Taken: The Fair Housing logo is on display in the offices of Code Enforcement and the Grants Administration Office where housing rehabilitation applications are taken. The Housing Rehabilitation flyer carries the Fair Housing logo.

Impediment: Parsippany's land use regulations, including its zoning ordinance and comprehensive plan, may inadvertently restrict housing choice for members of the protected classes.

Goal: Ensure local land use decisions do not restrict fair housing choice.

Priority Action: Establish a committee or group involving members of the Township including administration, the town planner, the zoning office, and members of the planning board. This group should identify implicitly discriminatory components in the land use regulations and zoning ordinance. Study how restrictions in the zoning ordinance perpetuate racial and ethnic segregation and housing opportunities outside of racially concentrated areas. Set a time frame for addressing these provisions and eliminating these components.

Action Taken: The Planning Board has reviewed the zoning ordinances and found that there are no discriminatory practices in the requirements.

Priority Action: Revisit the comprehensive plan's policy statement regarding multifamily and townhouse development. Connect the Township's affordable housing needs to its Fair Share requirements to ensure affordable housing is adequately planned for.

Action Taken: The Township updated its Master Plan in 2020.

Priority Action: Establish a plan of action that includes monitoring and evaluating of fair housing goals in a realistic timeframe. Ensure the plan of action contains measurable outcomes towards fulfilling national objectives.

Action Taken: The Fair Share Housing Plan will reflect the COAH goals and timeframes established by the state.

Impediment: Parsippany does not have up-to-date information on the needs of its non-homeless special needs populations, who are disproportionately members of the protected classes.

Goal: Understand the needs of non-homeless special needs populations in Parsippany, and tailor investments to best fit these needs.

Priority Action: Collaborate with the local Human Services agency on their five-year planning requirements. This collaboration should prioritize Parsippany's non-homeless special needs population.

Action Taken: The Township addresses the needs of persons with special needs on a case-by-case basis through the Township's Human Services Department.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Township has no subrecipients; all activities are directly administered by the Township. Community Development activities are monitored monthly to ensure program compliance and fiscal accuracy. The Township's standards and procedures for monitoring are designed to ensure that:

1. Objectives of the National Affordable Housing Act are met.
2. Program activities are progressing in compliance with the requirements for each program.
3. There is compliance with other applicable laws, implementing regulations, and with the requirements to affirmatively further fair housing.

Fiscal monitoring includes review and approval of budgets, review and approval of vouchers, review of drawdowns, review of fiscal reports from the Finance Office, and review of the municipal audit on an annual basis. Monitoring occurs through regular and on-site monitoring visits. All files are maintained with necessary documentation. In addition, the Township will continue to monitor the performance measurement objectives and outcomes for all projects with respect to all improvements/services completed through our CDBG Program and the IDIS Online screens.

The CDBG program is one tool of the overall implementation strategy of the Township's Comprehensive Plan. The projects are developed with the Comprehensive planning goals in mind. When contracting for projects, the Township makes efforts to identify and outreach to MBE/WBE and Section 3 Firms.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The Township Council has adopted a Citizen Participation Plan that outlines the procedures for public participation during the planning process for use of Community Development Block Grant funds. In addition to three public hearings, the Township provides information to all of its residents about the CDBG Program and the Township's accomplishments through on-line access to reports and program information. Any resident that attends these hearings or contacts the Township directly is given information about the program and is encouraged to call or meet with Township staff at any time to discuss current or future potential programs and/or projects. In addition, the Township will continue to post information on the Township web page, publish notices in the local newspaper, and send notices to local groups and organizations to encourage more feedback from residents.

The Township will continue to develop and improve its Language Assistance Plan to ensure all national origin groups are involved in the CDBG planning process and aware of available programs. The Township has bilingual staff available as a resource through the Parsippany Library.

The CAPER was made available on September 9, 2021 for a period of 15 days for public comment. Notice of the availability of the CAPER was sent to agencies and individuals, as well as a number of local organizations that work with low-income and non-English speaking populations. The advertisement was translated to Gujarati and Spanish. Copies were distributed to several local ethnic businesses, temples, and senior centers consistent with the Language Access Plan.

No public comments were received during the display period.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences

There are no plans to make changes to the program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

There are no open BEDI grants in the Township.

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Not applicable.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 9 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 10 – Qualitative Efforts - Number of Activities by Program

Narrative

There were no projects or activities subject to Section 3 regulations during the program year.